

MAYOR & COUNCIL AGENDA COVER SHEET

MEETING DATE:

October 21, 2002

RESPONSIBLE STAFF:

**Trudy Schwarz, Community
Planning Director**

AGENDA ITEM:

(please check one)

	Presentation
	Proclamation/Certificate
	Appointment
X	Public Hearing
	Historic District
	Consent Item
	Ordinance
	Resolution
	Policy Discussion
	Work Session Discussion Item
	Other:

PUBLIC HEARING HISTORY:

(Please complete this section if agenda item
is a public hearing)

Introduced	
Advertised	10/02/2002
	10/09/2002
Hearing Date	10/21/2002
Record Held Open	
Policy Discussion	

TITLE: CSP-02-004

Public Hearing on CSP-02-006, Concept Plan for 212 S. Frederick Avenue.

SUPPORTING BACKGROUND:

The applicant, Carole (Debbie) Aubinoe, has submitted a Concept Plan application for 212 S. Frederick Avenue. The subject property is zoned CD (Corridor Development) and is located in the northwest quadrant of the intersection of South Summit and South Frederick Avenue (Md. Rte. 355). The property contains approximately 0.58 acres or 25,283 sq. ft. and is surrounded by CD zoning to the north, south and east and S. Frederick Avenue to the west.

The application requests concept plan approval per Section 24-160G.6(c) of the Zoning Ordinance for property zoned CD. The applicant proposes a change of use of the property from residential use to office use. Accordingly, site modifications are proposed to allow parking for the use.

The Mayor and City Council approved the comprehensive rezoning (Z-292) for designated properties along the Frederick Avenue corridor, which included the subject property, on June 25, 2001 and the subject property was rezoned to the CD Zone. Applicants seeking to develop, redevelop or improve property zoned CD without an approved schematic development plan shall file for approval of either a concept plan or a SDP pursuant to the procedures of Section 24-160G.6. The City Council shall conduct a public hearing and either approve the concept plan, with or without conditions or require the applicant to file a schematic development plan pursuant to Section 24-160G.5(b).

Staff suggests that the Mayor and Council close the record as of October 29, 2002 and schedule a policy discussion on November 4, 2002.

Attached is the Exhibit list and exhibits which include the notice of public hearing, Concept Site Plan Application, location map, mailing list, site plan and photos of the building.

DESIRED OUTCOME:

Conduct hearing. Close the record as of October 29, 2002. Hold a Policy Discussion on November 4, 2002.



Gaithersburg
A CHARACTER COUNTS! CITY

CITY OF GAITHERSBURG
31 South Summit Avenue
Gaithersburg, Maryland 20877
Telephone: 301-258-6330

NOTICE OF PUBLIC HEARING

The City of Gaithersburg Mayor and Council will conduct a public hearing at the time and place noted below.

Meeting: MAYOR AND CITY COUNCIL
Application Type: CONCEPT SITE PLAN
File Number: CSP-02-006
Location: 212 SOUTH FREDERICK AVENUE
Applicant: CAROLE AUBINOE
Development: OFFICE WITH SURFACE PARKING
Day/ Date/Time: OCTOBER 21, 2002
Place: COUNCIL CHAMBERS, GAITHERSBURG CITY HALL
31 SOUTH SUMMIT AVENUE

*****IMPORTANT*****

This is a proposal for a change of use from a residence to an office on a 25,283-square foot lot located at 212 South Frederick Avenue, in Gaithersburg, Maryland. The plan proposes to convert a residence to a 2,155-square foot office and construction of a parking lot. The subject property is located on the west side of Frederick Avenue, north of its intersection with South Summit Avenue, in the C-D (Corridor Development) Zone. This is the first public hearing in a series of public opportunities to participate. Contact the Planning and Code Administration staff member (listed below) at 301-258-6330 if you should have any questions and/or to learn more about this process and your ability to offer testimony and input.

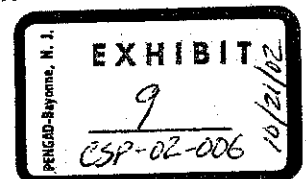
Mayor and City Council meetings can be viewed live on Gaithersburg Cable Television Channel 13, and at anytime (on demand) two weeks after the public hearing via the Internet and Web TV at <http://www.ci.gaithersburg.md.us>.

CITY OF GAITHERSBURG

By:

Trudy M.W. Schwarz
Trudy M.W. Schwarz, Urban Design Director
Planning and Code Administration

SEE LOCATION MAP ON REVERSE SIDE



NOTICES SENT THIS 3RD DAY OF OCTOBER TO:

APPLICANT AND INTERESTED PARTIES

(A list of interested parties and agencies is available in the file in the Planning and Code Administration.)

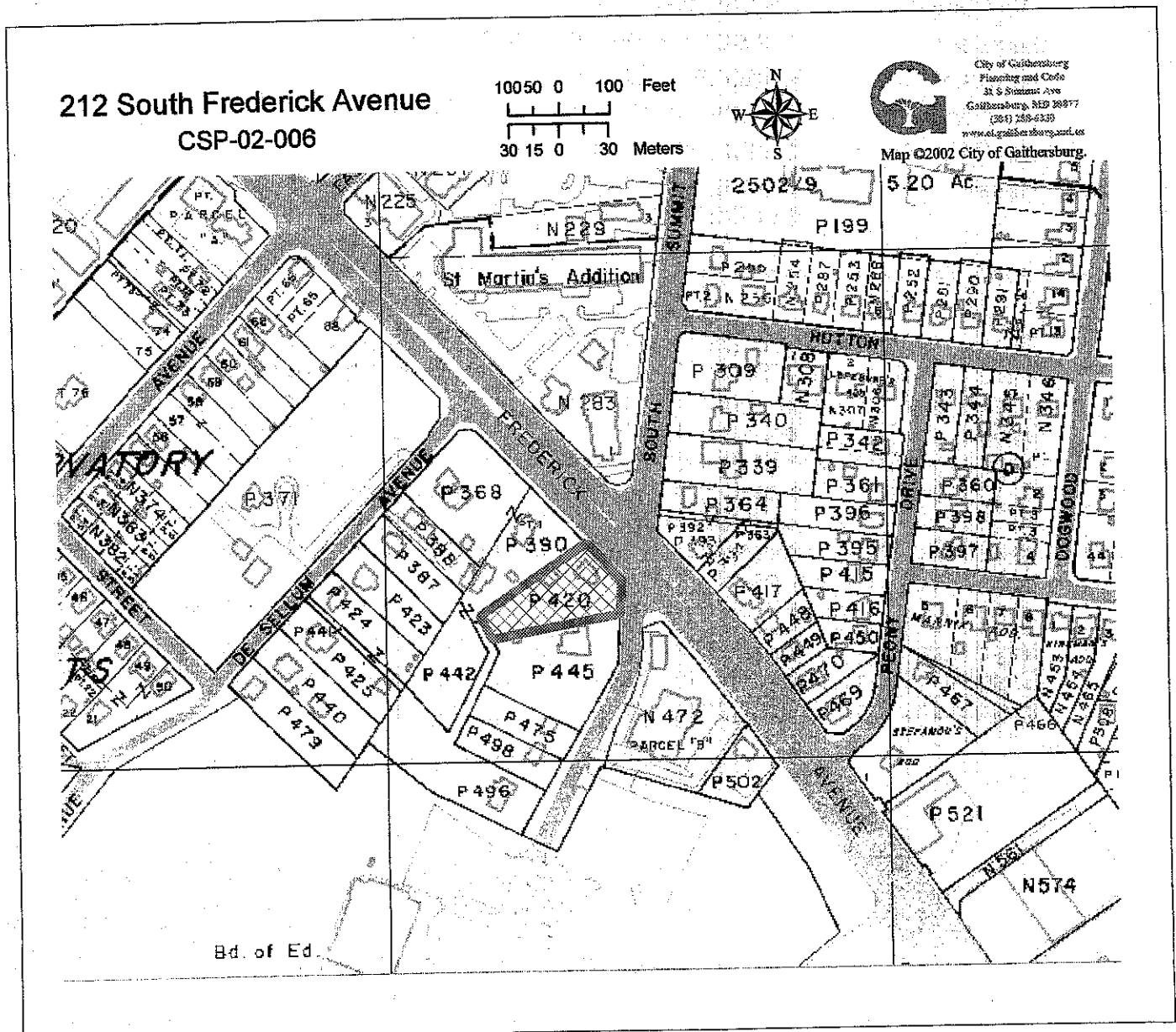
MAYOR AND COUNCIL

PLANNING COMMISSION

CITY STAFF

David B. Humpton, City Manager
Frederick J. Felton, Assistant City Manager
Tony Tomasello, Assistant City Manager
Stanley D. Abrams, City Attorney
Mary Beth Smith, Public Information Director
Doris Stokes, Administrative Assistant
Jeff Baldwin, City Web Administrator (via email)

LOCATION MAP



CSP-02-006

INDEX OF MEMORANDA

1. Application
2. Receipt for fee
3. Location Map
4. Site Development Application Check List
5. Concept Plan Procedural Diagram for C-D Zoned Properties
6. Site Plan, Sheets 1-5
7. Transmittals to agencies
8. Transmittal returned from Cliff Lee
9. Notice of Public Hearing
10. List of persons notified
11. Certified copy of the Notice of Public Hearing ad published in the October 2 & 9, 2002 issues of the *Gaithersburg Gazette*

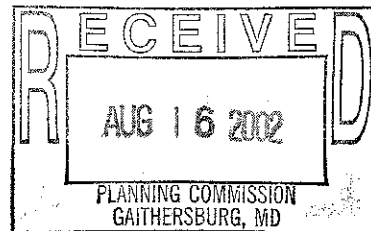
P&CA**PLANNING AND CODE ADMINISTRATION**

City of Gaithersburg • 31 South Summit Avenue • Gaithersburg, Maryland 20877 • Telephone: (301) 258-6330 • Fax: (301) 258-6336

**SITE PLAN APPLICATION**In accordance with Article III, Division 19, Section 24-160 D.9
and Article V of the City Code

Application #	CSP-02-006
Date Filed	8-16-02
Total Fee	622.00

- ☒ **CONCEPT**
☐ **PRELIMINARY**
☐ **FINAL (MXD FEE APPLIES)**
☐ **SCHEMATIC DEVELOPMENT**

**1. SUBJECT PROPERTY**

Project Name Parcel 420, Summit Park
 Street Address 212 S. Frederick Ave.
 Zoning CD Historic area designation ☐ Yes ☒ No
 Lot P420 Block _____ Subdivision _____
 Tax Identification Number (MUST BE FILLED IN) 09-00819045

2. APPLICANT

Name Carole "Debbie" Aubinoe
 Street Address P.O. Box 721
 City Glen Echo Suite No. _____
 Telephones: Work 301-229-3833 Home _____ State MD Zip Code 20812

3. CITY PROJECT NUMBER

Original Site Plan Number (if applicable) _____
 Name of previously approved Final Plan (if applicable) _____

4. ARCHITECT/ENGINEER/DEVELOPER

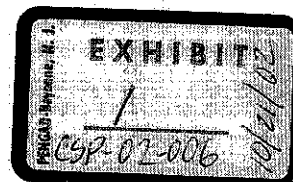
Architect's Name _____
 Architect's Maryland Registration Number _____ Telephone _____
 Street Address _____ Suite No. _____
 City _____ State _____ Zip Code _____
 Engineer's Name Mike Mirtaghavi, Landplan Associates
 Engineer's Maryland Registration Number 19741 Telephone 301-279-9990
 Street Address P.O. Box 10375 Suite No. _____
 City Rockville State MD Zip Code 20849
 Developer's Name N.A. Telephone _____
 Street Address _____ Suite No. _____
 City _____ State _____ Zip Code _____
 Contact Person _____

4. PROPERTY OWNER

Name Carole "Debbie" Aubinoe
 Street Address P.O. Box 721 Suite No. _____
 City Glen Echo State MD Zip Code 20812
 Telephones: Work 301-229-3833 Home _____

continued on reverse side

53/2000



6. PRIMARY USE

☐ Mixed Use☒ Non-Residential☐ Residential

7. PROPOSED UNIT TYPE

☐ Mixed Use☒ Office/Professional☐ Restaurant☐ Retail/Commercial☐ Residential Multi-Family☐ Residential Single Family☐ Other

8. WORK DESCRIPTION

Construct Paved Parking and Fire exit
From Second Floor for existing office building

9. PROJECT DETAIL INFORMATION. Please supply the following information

DEVELOPMENT INFORMATION		REQUIRED	PROVIDED
1. Site (square feet)		N.A.	25,283
2. Site Area (acres)		N.A.	0.58
3. Total Number of Dwelling Units/Lots		N.A.	1 Building
4. Height of Tallest Building		35 ft. max.	31 ft.
5. Green Area (square feet)		N.A.	18,560
6. Number of Dwelling Units/Acre		N.A.	N.A.
7. Lot Coverage (Percent)		30	26.6
8. Green Area (Percent)			73.4
9. Residential			
a. Single Family Detached	# Units		
b. Single Family Attached	# Units		
c. Multi-Family Condo	# Units		
d. Multi-Family Apartment	# Units		
e. Other			
10. Retail/Commercial	Sq. Ft.		
11. Restaurant Class: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C	Sq. Ft.		
12. Office/Professional	Sq. Ft.	2,155	2,155
13. Warehouse/Storage	Sq. Ft.		
14. Parking		7.2	10
15. Shared Parking/Waiver			
16. Other			
17. Total		2,155	

SUBMISSION REQUIREMENTS

1. Set of plans per the respective checklist. Plans must be folded to 8 1/2 x 11."
2. Completion of the table above.
3. Completed checklist.
4. Fee as applicable.

I have read and complied with the submission requirements and affirm that all statements contained herein are true and correct.

Applicant's Name (please print) Carole Aubin

Applicant's Signature Carole Aubin

Daytime Telephone _____

Date 8/8/02

CM A

CM

RECEIPT

RECEIPT NUMBER: CH-0202769

APD #: **CSP-02-006** TYPE: Concept Site Plan SP-NR
SITE ADDRESS: **212 S FREDERICK AVE GB**
PARCEL: 819045

TRANSACTION DATE: 08/16/2002 TOTAL PAYMENT: 622.00
TOTAL PAID FROM CURRENCY: 622.00

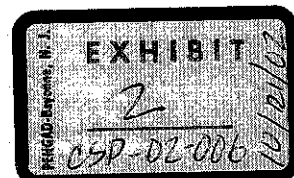
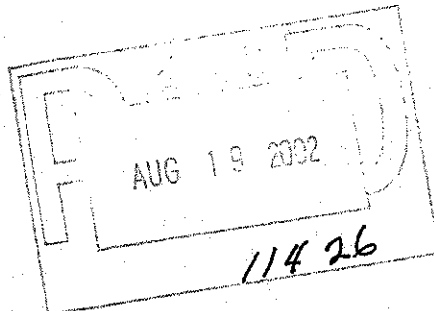
TRANSACTION LIST:

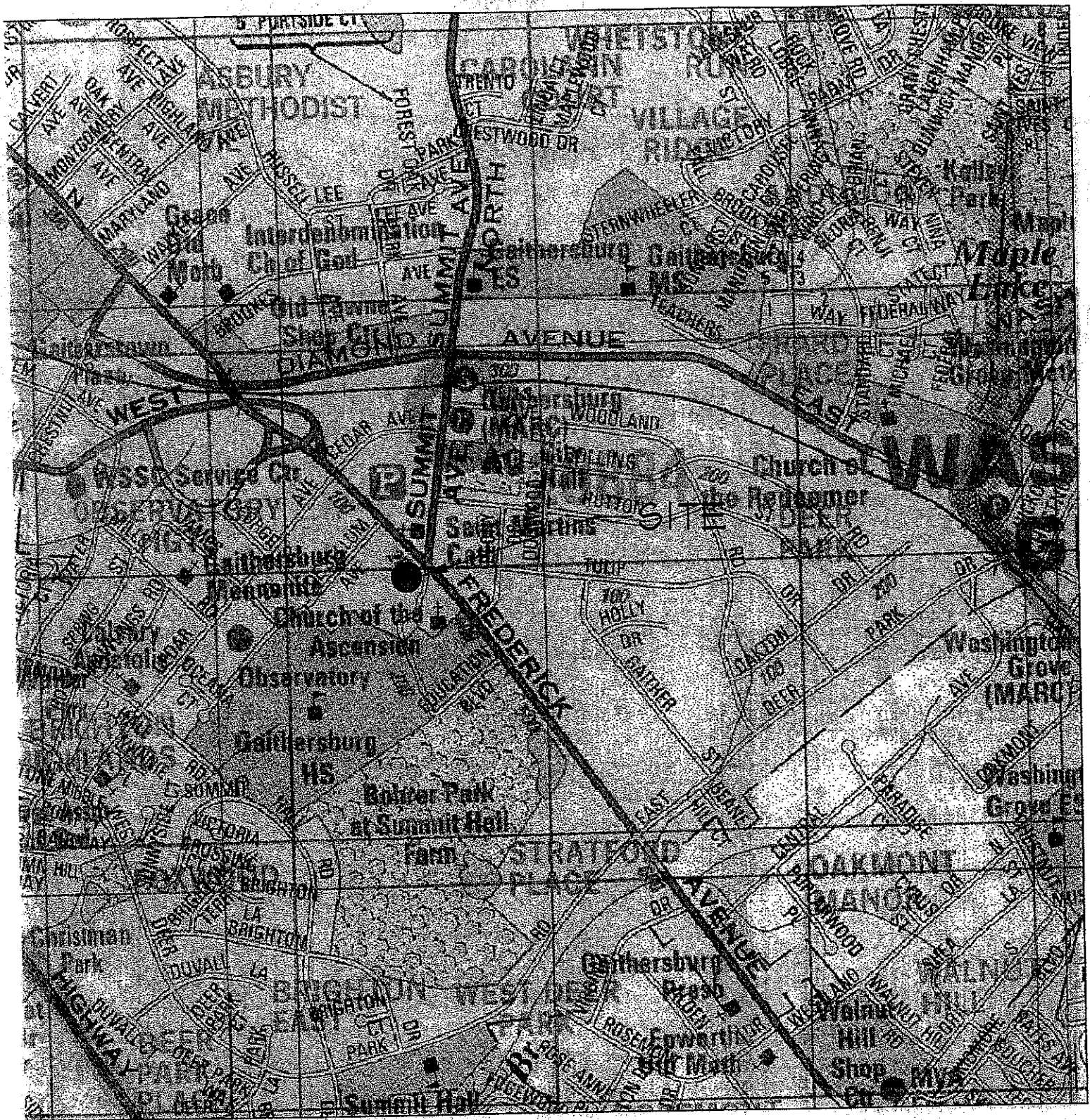
Type	Method	Description	Amount
Payment	Check	1300	622.00
TOTAL:			622.00

ACCOUNT ITEM LIST:

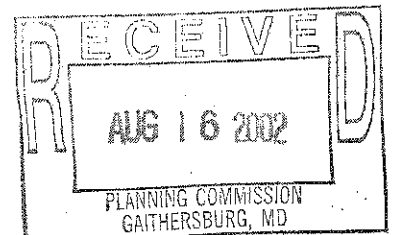
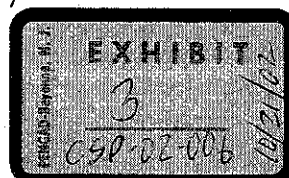
Description	Account Code	Current Pmts
Site Plan Fees	100-441300	622.00
TOTAL:		622.00

RECEIPT ISSUED BY: FWOODWARD INITIALS: FAW
ENTERED DATE: 08/16/2002 TIME: 09:19 AM





VICINITY MAP
SCALE: 1"=1,000 FT.



SITE DEVELOPMENT APPLICATION CHECKLIST

In accordance with Chapter 24, Section 24-169 of the City Code

Site Plan No. S - _____

Date: _____

CONCEPT REVIEW

FILING INSTRUCTIONS

Applicant shall complete and submit to the Planning and Code Administration (P&CA) an application for site plan review and fee with submission of plans for concept approval (see fees schedule). All drawings must be submitted to the Planning and Code Administration a minimum of three (3) weeks and five (5) days prior to the first Wednesday of the month. The Planning Commission reviews site plans the first and third Wednesdays of each month.

Preferred scales of 1" = 30', 1" = 50', or 1" = 100'. **No drawings utilizing architect's scale accepted.**

CHECK AS FILED

Please note inclusion of following items on plan as submitted.

☒ 1. Application filed with Planning and Code Administration.

☒ 2. Fee.

\$ 550

Site Plan Review Fee (Non-refundable)

Residential - Minimum ~~\$440~~ plus \$3/dwelling unit.

Non-Residential - Minimum ~~\$475~~ plus \$4/1000 sq. ft. of gross floor area in each structure.

\$ 575

☒ 3. Name, address, and phone numbers of owner, developer, architect and engineer.

☒ 4. Name and address of project. New addresses to be assigned by P&CA.

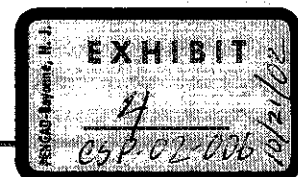
☒ 5. Location of site on a City map, fifteen (15) copies of 8 1/2" x 11" size in 1" = 400' or 1" = 1000' scale.

N.A. ☒ 6. Historic site designation or location within historic district, if applicable.

N.A. ☒ 7. Olde Towne District location, if applicable. See Sec. 24-161 of Zoning Ordinance.

☒ 8. Prints of site plan, fifteen (15) copies. Following revisions as requested by P&CA staff, applicant will resubmit one (1) corrected copy for review and one (1) colored version of concept plan for Planning Commission review.

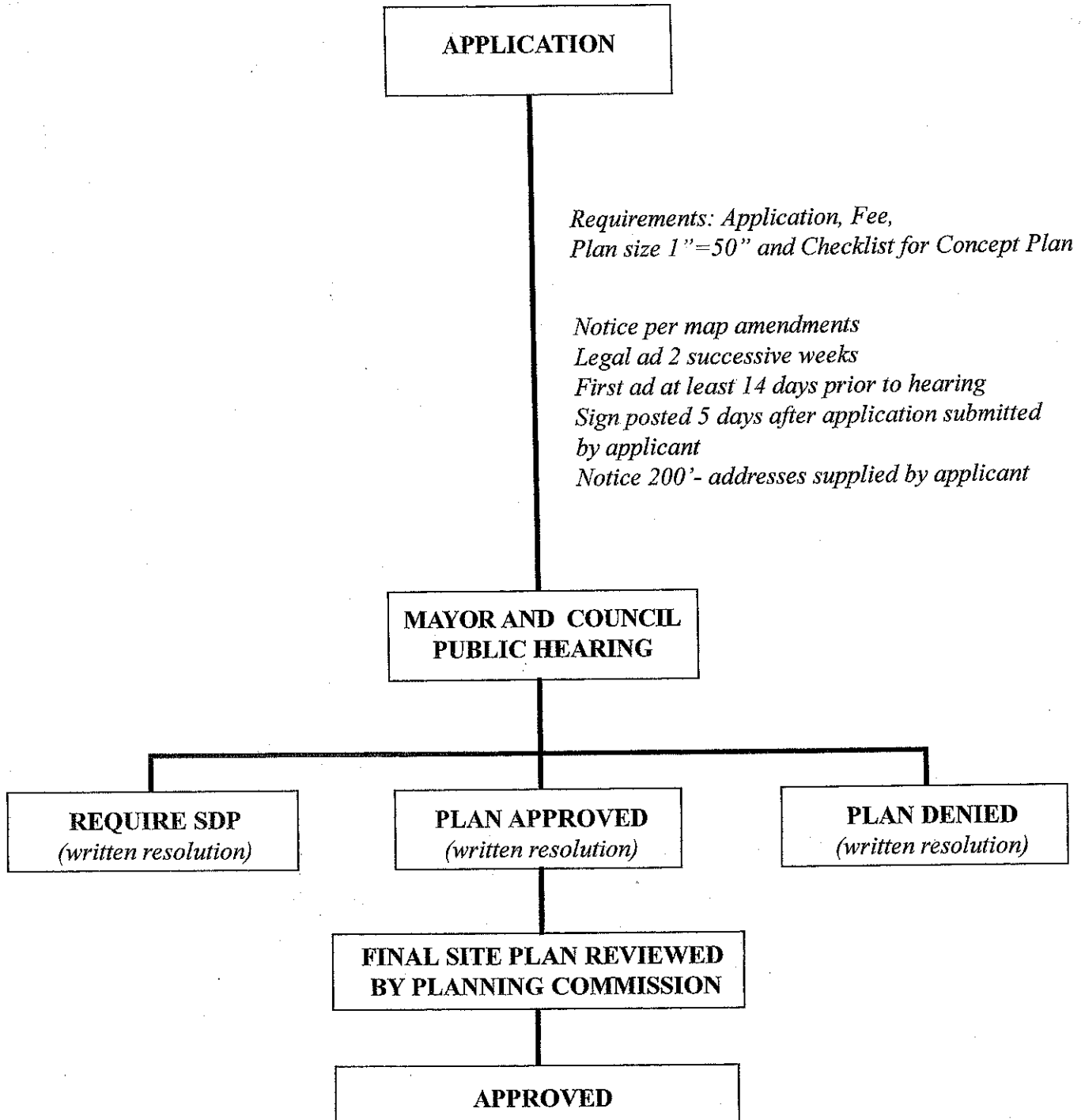
continued on reverse side

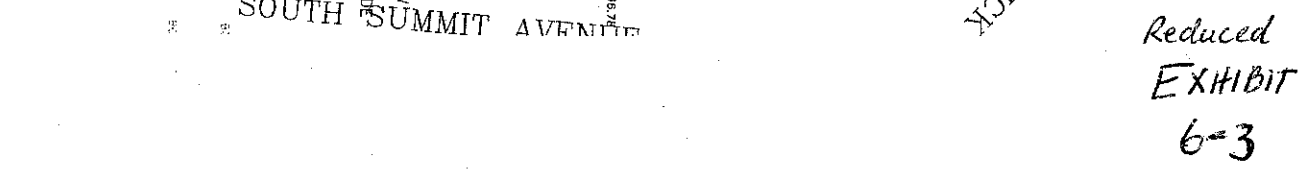


8/2000

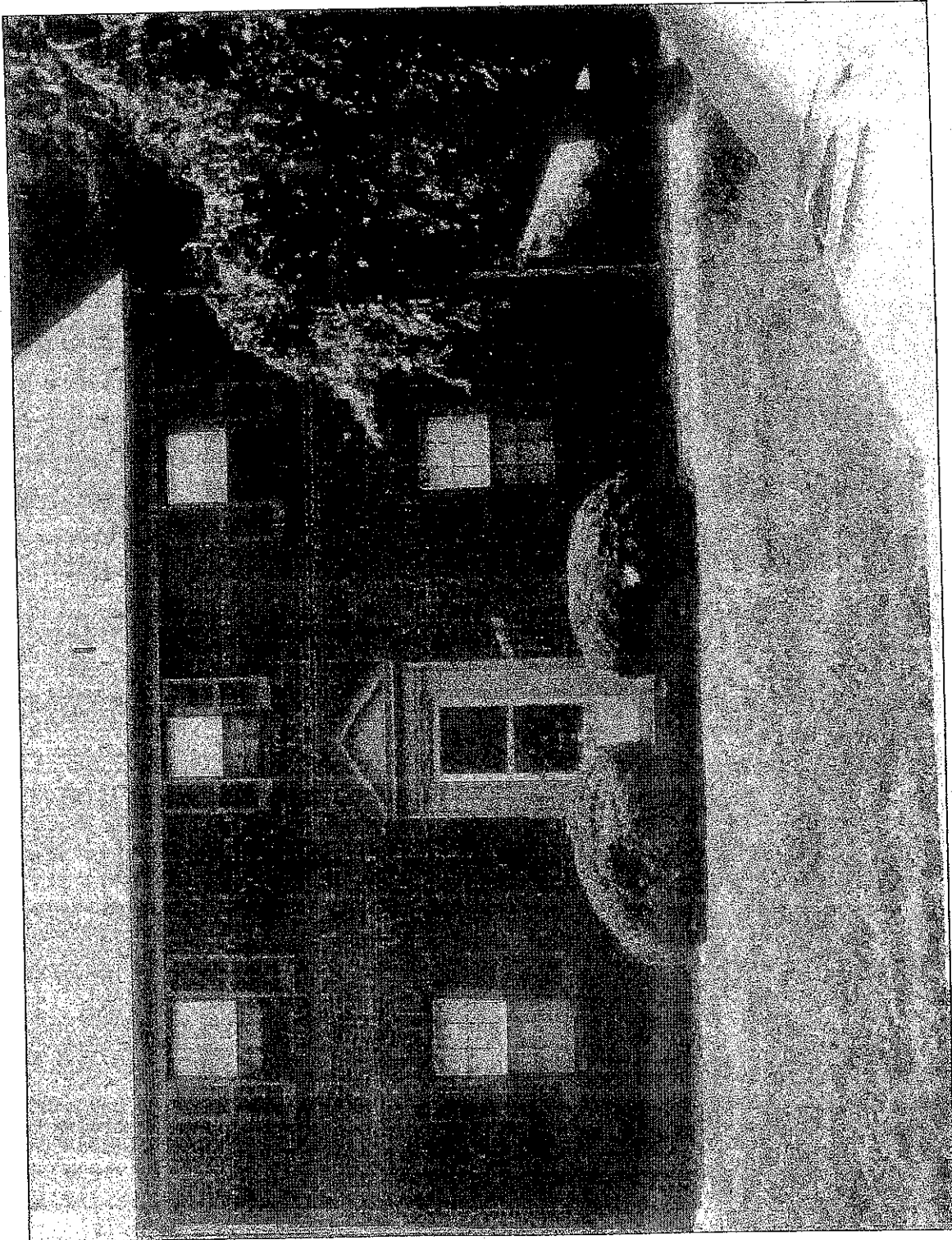
- ☒ 9. Plans must be folded to 8 1/2" x 11" size.
- ☒ 10. Tentative locations, dimensions, and heights of all buildings, driveways, access, parking, easements, contours (existing at 2 ft. intervals), green spaces and play areas, sidewalks, rights-of-way, proposed streets per City master plan, zoning data, and density requirements.
- ☒ 11. Summary of acreage, building square footage, and/or dwelling unit count, green space, parking, building coverage; show required and proposed in chart form on plan.
- ☒ 12. Sketch of building appearance (optional; preferred by Planning Commission).
- ☒ 13. Proposed traffic circulation system, including curb-cut locations for all street(s) and driveway(s).
- ☒ 14. Location of existing streams, wetlands, and other significant features of the land (i.e., natural topographic features, historic areas).
- ☒ 15. The Natural Resources Inventory as defined in *The Environmental Standards*.
- N.A. ☒ 15A. Soils Report - Page 12 of *The Environmental Standards*.
- N.A. ☐ 16. Preliminary Forest Conservation Plan as defined in Chapter 22 of the City Code and described in the State Technical Manual.
- N.D. ☐ 17. Key map showing location of property.
- ☒ 18. North arrow and scale on all plan sheets.

CONCEPT PLAN FOR PROPERTIES ZONED CD



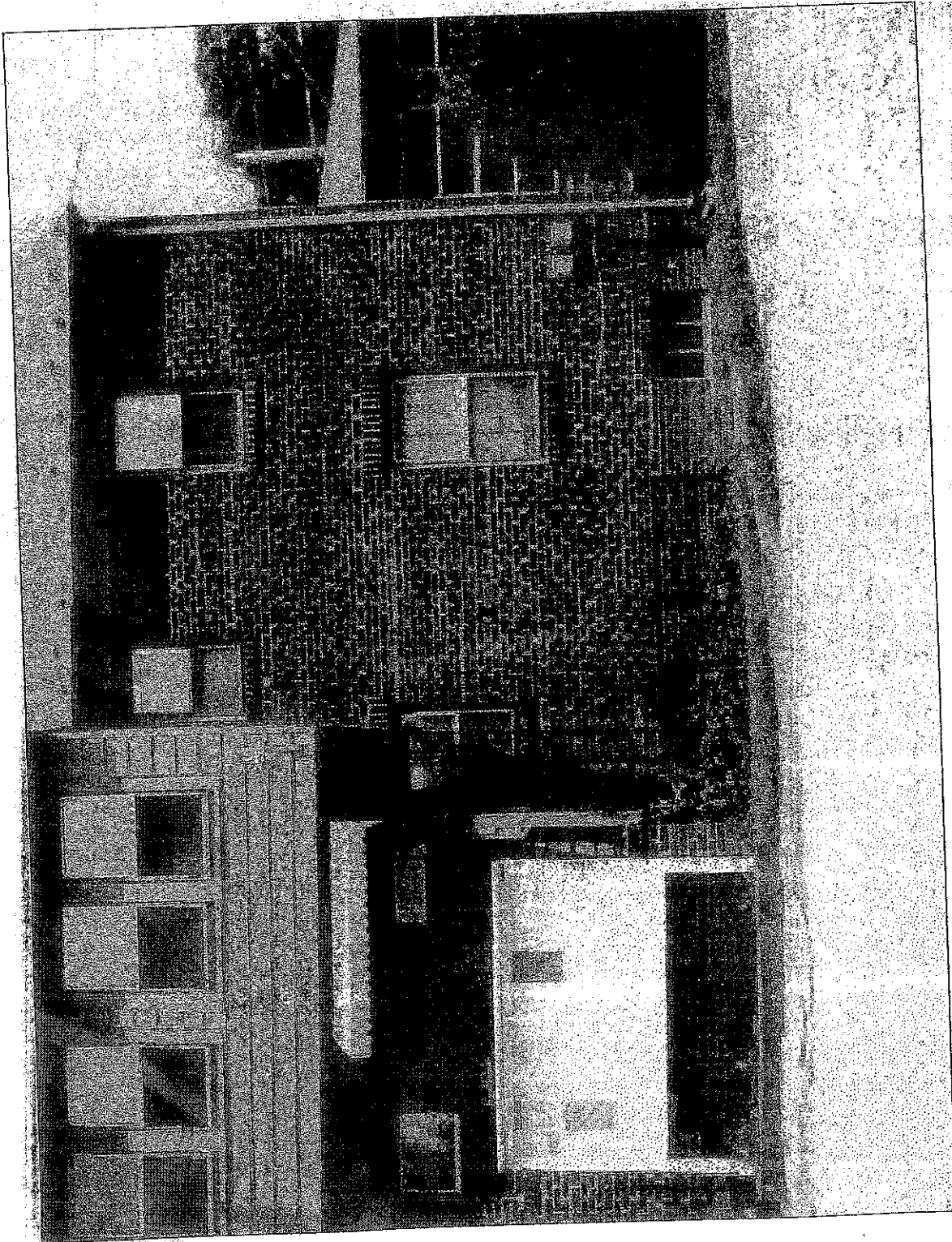


Reduced
EXHIBIT
6-3



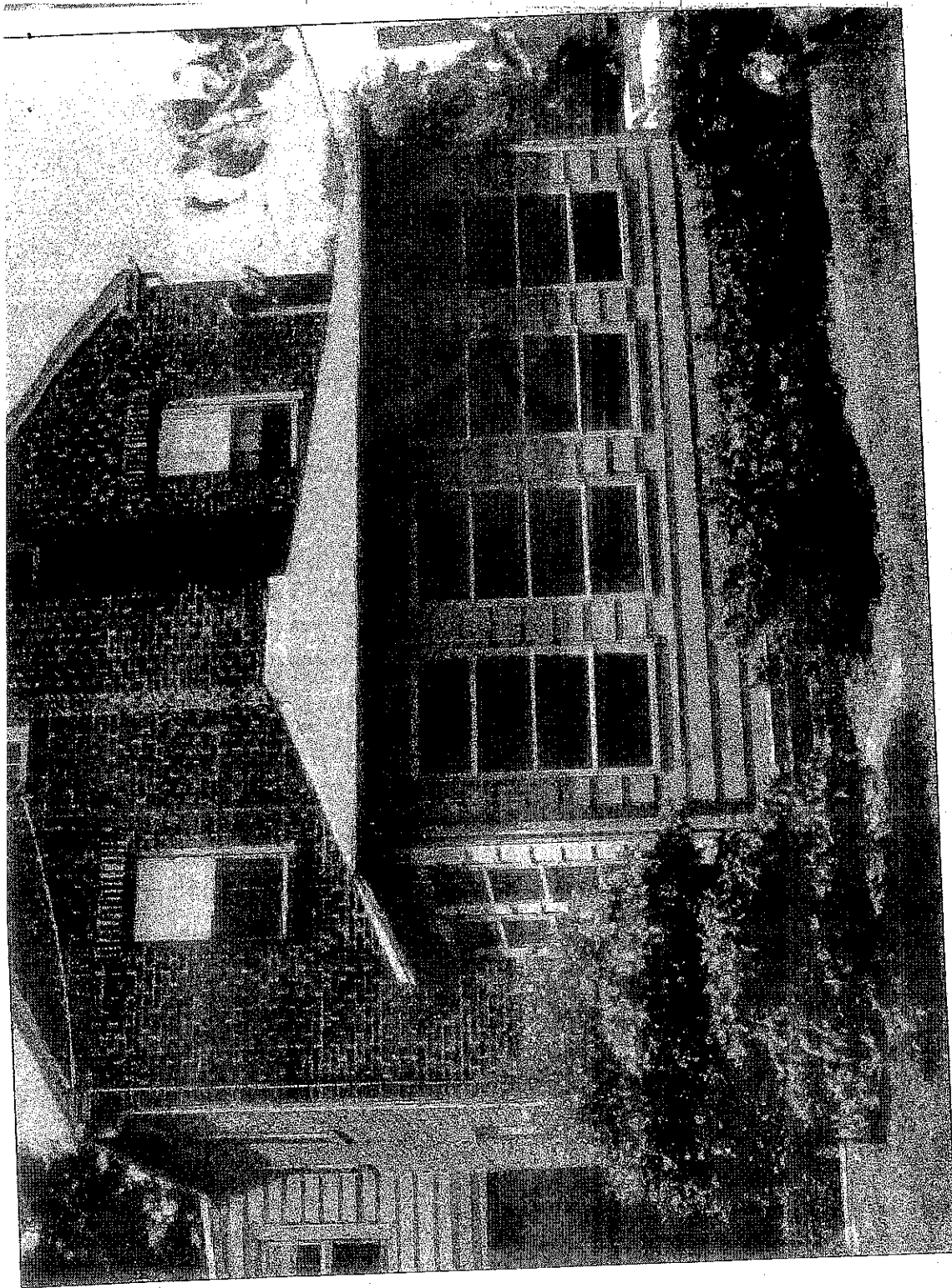
FRONT ELEVATION

EXHIBIT 6-5-a



REAR ELEVATION

EXHIBIT
6-5-b



SOUTH SIDE ELEVATION

EXHIBIT 6-5c



NORTH
ELEVATION

EXHIBIT 6-5d

CSP02-006
CAROLE M AUBINOE
212 S FREDERICK AVE
GAITHERSBURG MD 20877

CSP02-006
MIKE MIRTAGHAVI
LANDPLAN ASSOC
PO BOX 10375
ROCKVILLE MD 20849

CSP02-006
RICHARD A & M A BIERL
11 DESELLUM AVE
GAITHERSBURG MD 20877

CSP02-006
ROBERT J WILSON
13 DESELLUM AVE
GAITHERSBURG MD 20877

CSP02-006
AFTAB A CHOUDHARY
15 DESELLUM AVE
GAITHERSBURG MD 20877

CSP02-006
H GLOYD & C S GRIFFITH
17 DE SELSUM AVE
GAITHERSBURG MD 20877

CSP02-006
ROBERT J WILSON JR
9 DESELLUM AVE
GAITHERSBURG MD 20877

CSP02-006
CAROLE AUBINOE
PO BOX 721
GLEN ECHO MD 20812

CSP02-006
ROBERT J WILSON
9 DESELLUM AVE
GAITHERSBURG MD 20877

CSP02-006
RICHARD E & M E IRELAND
210 S SUMMIT AVE
GAITHERSBURG MD 20877

CSP02-006
STEPHEN F & K J ALLEN
301 S FREDERICK AVE
GAITHERSBURG MD 20877

CSP02-006
MASSOUD HEIDARY
121 CENTRAL AVENUE
GAITHERSBURG MD 20877

CSP02-006
INES D REED
109 S SUMMIT AVE
GAITHERSBURG MD 20877

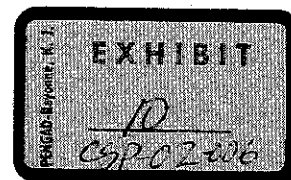
CSP02-006
RODNEY & TAMMY DURST
433 E DIAMOND AVE STE C
GAITHERSBURG MD 20877

CSP02-006
EPISCOPAL CHURCH OF THE
ASCENSION
205 S SUMMIT AVE
GAITHERSBURG MD 20877

CSP02-006
KATHLEEN H CENTENO
206 SOUTH SUMMIT AVE
GAITHERSBURG MD 20877

CSP02-006
HENRY M & M M SAKOWSKI
208 SOUTH SUMMIT AVE
GAITHERSBURG MD 20877

CSP02-006
PATRICK A OBOYLE
% ST MARTINS CHURCH
201 S FREDERICK AVE
GAITHERSBURG MD 20877



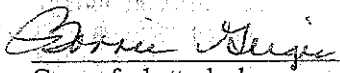
GAZETTE NEWSPAPERS

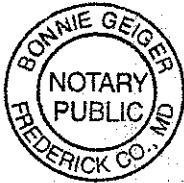
9030 Comprint Court, Gaithersburg, MD 20877. 301-670-2544

This is to certify that the annexed advertisement of:

The Notice of Public Hearing For The Application CSP-02-006
was published in the Gaithersburg Gazette Newspapers, a weekly newspaper published in Montgomery County, Maryland. The ad appeared once a week for (2) week(s) before the 10th day of September, 2002.

Gaithersburg Publishing Company


Copy of ad attached



BONNIE GEIGER
Notary Public, State of Maryland
County of Frederick
My Commission Expires September 7, 2005

NOTICE OF PUBLIC HEARING

The Mayor and Council of the City of Gaithersburg, Maryland will conduct a public hearing on Concept Site Plan Application CSP-02-006, filed by Carole Aubinoe, on:

**MONDAY
OCTOBER 21, 2002
AT 7:30 P.M.**

or as soon thereafter as it can be heard in the Council Chambers at 31 South Summit Avenue, Gaithersburg, Maryland.

The application requests approval of a Concept Site Plan (CSP) proposing Change of Use from a residence to an office of a 25,283 square foot lot located at 212 South Frederick Avenue, in Gaithersburg, Maryland. The plan proposes to convert a residence to 2155-square foot of office and construction of a parking lot. The subject property is located on the west side of Frederick Avenue, north of its intersection with South Summit Avenue, in the C-D (Corridor Development) Zone.

Further information is available from the Planning and Code Administration at City Hall between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

Trudy M. W. Schwarz
Urban Design Director
2t 10/02, 10-9/02 (G)

